There is a modest fund to support individual undergraduate student projects. Assistance will be considered in the following areas: 1) academic research; 2) creative initiatives; 3) artistic endeavors; and 4) public events of benefit to one or more colleges or to the campus community. Both individual and collective efforts are encouraged. Student Project Funds for registered student organization projects should be directed to Core Council Funding through Student Organization Advising & Resources (SOAR).

Funding for individual projects can be matching, partial, or full, depending on merit, funds available, and other funding sources. Proposals will be accepted only from registered undergraduate students, and will be judged competitively in terms of merit. In making awards, efforts will be made to maximize the number of students who may benefit from these limited funds. Additionally, the extent to which a project will benefit a college or the University community will be considered.

If you have any questions regarding the process or your proposal, contact your college office.

ELIGIBILITY GUIDELINES

The applicant must be a registered undergraduate student when the proposal is submitted and during the time the funds will be used. Students receiving funds for summer projects do not have to be registered for Summer Session but must register for the following fall or winter quarter.

Ordinarily, requests in excess of $500.00 are not considered.

The Funds will not subsidize Education Abroad programs, class enrollment fees, salaries, or personal living expenses.

Transportation expenses are given the lowest priority except as outlined in item 9.

Senior theses will be considered for funding only if support has been requested from appropriate Departments or Divisions and only if appropriate statements from them are provided.

No project may receive support more than once from this funding source. The funds cannot subsidize ongoing projects or recurring or annual events.

The applicant must be able to demonstrate the technical ability to carry out the project successfully and according to schedule.

At least one letter of support (and preferably two) from a relevant UCSC faculty adviser (or staff adviser when appropriate) must accompany the proposal.

Expenses to attend conferences, seminars, workshops, etc., are provided only if the student has a paper accepted for presentation and with a relevant UCSC faculty member's endorsement.

Funds requested for projects that have been completed will not be considered.

Campus accounting procedures specify that funds are not intended to be spent on gift items. Funding for gifts and mementos, including recognition or award plaques will not be approved. Low priority will be given to costly food budget items, particularly if the food is being given away, as opposed to being sold. The nature of programs and the importance that food has in the overall success of a given event or project will be considered. In addition, funds will not be provided for monetary gifts to be turned over to another source. The sponsor of a project must apply for funds directly. If an event is to be co-sponsored, a proposal may be co-authored.

Requests for funding where the proposed activity or product is intended primarily to serve an ethnic audience, or projects, regardless of the audience, which are intended to celebrate or illuminate domestic ethnic groups or cultures, should be directed to Ethnic Programming. For projects that benefit the non-university community, proposals should be directed to the Community Service Projects Fund. Partial funding by multiple funding sources may be appropriate where part of a project fits various guidelines.

FORMAT GUIDELINES

1.   All proposals must use the Application Form as a cover sheet. (Form is attached to these guidelines.)

2.   The original proposal must include the checklist on the back of the Application Form.

3.   Abstract - Accompany the body of your proposal with a brief summary of your project.

4.   Narrative
       a. The narrative description of the project must be typewritten, double spaced, and limited to three pages.
       b. Include the following sections:
              Background or need for the project. What needs to be done and why.
              Objective(s). What are the proposed outcomes of the project (usually in response to the needs statement).
              Procedures. How the objectives will be met; the design of the project. Who, where, how, when -- be specific.
              Personal qualifications. Demonstrate that you have the technical ability or background to carry out the project.
              Dissemination of results. Who benefits or is affected? How?

5.   Budget: All proposals must include a complete, itemized budget, preferably with price quotes from specific vendors.

Proposals will be evaluated for funding three times during the academic year. Deadlines for 2012-13 include:

DEADLINES	**AWARDS AVAILABLE (approximately)**
Thursday, October 18, 2012	November 5 - 9, 2012
Thursday, January 17, 2013	February 4 - 8, 2013
Thursday, April 18, 2013	May 6-10, 2013

It takes several weeks from each deadline until the funding decision is made, so plan accordingly. You will be notified by mail at the address you include on the Application Form.

Funds will be distributed in a manner in keeping with University accounting policies and procedures, and not in the form of a check to the student receiving the award. Award letters will indicate whom to contact regarding your funds. Funds will be dispensed in accordance with the budget presented in your proposal and in accordance with any stipulations in your award letter. Once an award has been made, this budget may not be altered without approval from the funding source**. These funds lapse at the end of the current fiscal year (June 30, 2013) unless special arrangements are made with the person administering your award before June 1, 2013.**

In preparing your proposal, remember the four Cs:

Be Clear	Writing is easily read and understood.
Be Concise	The argument is straightforward, clean, free of jargon.
Be Consistent	The writing style is smooth and uniform -- the points are made in an orderly way.
Be Convincing	The reader is affected in a positive way.

STUDENT PROJECT FUNDS APPLICATION SUMMARY

This form serves as a cover sheet for your actual proposal. It is required of all applicants.

NOTE: 1) This form must be clear and legible. 2) Do not say "See Attached" when asked for information. At least a summary of the answer is required. 3) Include the checklist. 4) Submit original and one copy of the entire proposal using this form as the cover sheet on each.
SUBMIT PROPOSAL (including completed checklist and letters of support) **BY 3:30 p.m. ON OR BEFORE THE DUE DATE   TO YOUR COLLEGE OFFICE.**

Keep a copy for your records.

Name of Lead Student: David Goodman

College: Kresge   Phone: 714-363-1280

Complete Mailing Address: 118 Hainline Rd Aptos, CA 95003

(Award letter will be sent to this address. Notify college of address changes.)

Project Title: Autonomous Lifeguard

Project Category: Research (robotics engineering, emergency response)

Research (Specify academic area)

Public Event (Include date, location)

Brief Abstract (Please limit length to this space): As a senior capstone design project, an ambitious group of my peers and I are building an autonomous surface vessel that will aid a lifeguard on the beach in order to save someone from drowning. Our project allows a lifeguard to quickly target a drowning person with a magnifying scope that will obtain their GPS coordinates using calibrated encoders and then communicate them to an autonomous boat located in the water beyond the shore break. The boat will, using its own on-board GPS, navigate itself to the person and allow them to hang on and stay afloat while the lifeguard arrives.

Total Budget for this project $ 3535.42
Funds requested/received from other sources* $ 800.00   from CITRIS Institute
                                                         $ From
                                                         $ From
Amount requested from Student Project Funds $ 450.00

*If no other funding has been received or requested, please explain what efforts have been made.

Are you willing to release your proposal and the results of your proposal as sample material for others writing proposals?

Yes.

Checklist

Include one copy of this sheet with your original proposal.

Please check each of the following items to be sure your proposal is in compliance with the guidelines.

Please answer the following questions with a "yes" or "no":

yes   1. Are you an undergraduate student?

yes   2. Are you a currently registered student and will you continue to be when funds are used?

no   3. Has this project been previously funded by this funding source?

no   4. Is this project an ongoing/annual event or project?

no   5. Has this project been completed?

no   6. Is the proposal for an Education Abroad Program or any other formal extramural education program?

yes   7. Is a complete itemized budget included?

no   8. Is the proposal a request for class enrollment fees?

no   9. Does the proposal budget include payment of salaries?

no   10. Is the proposal for personal living expenses?

no   11. Is the proposal for your travel in connection with a paper or presentation?

no   12. Is the travel in connection with some other activity?

yes   13. Are letter(s) of support included with proposal? **(NO LATE ADDENDUM TO PROPOSALS WILL BE**

       ACCEPTED.)

no   14. Thesis project? Has relevant Board/Division been consulted for funding? (Please attach Dept. statement)

yes   15. Has the typed Application Summary form been used as the cover sheet of the proposal?

yes   16. Is one copy of complete proposal (in addition to original) attached?

yes   17. Have you reviewed this proposal with anyone?

           Who: _____

_____

Applicant's Signature   Date